LAKEHEAD UNIVERSITY

FACULTY OF SOCIAL SCIENCES AND HUMANITIES

CHANGE REQUEST REPORT

Change Request Tracking Number: 2016-SOC-6012
Title of Change Request: new writing course
Status of Change Request: In Workflow

Change Request can't be split

CHANGE REQUEST CONTENTS

#	Type	Title
1.	New Course	Special Topics in Writing

CHANGE REQUEST HISTORY

Workflow Stage	Action Type	Action Taken By	Change Made	Action Rationale	Date
Initiator	Approved	Cindy Haggerty	No	Submitted to workflow	12/09/2016, 09:32 AM
Submission Review (Academic & Curriculum Development Coordinator)	Approved	Submission Review	Yes	Approved	12/10/2016, 05:58 PM

SUPPORTING DOCUMENTS

None.

SUPPORTING DOCUMENTS AUDIT TRAIL

None.

CHANGE REQUEST COMMENTS

None.

1.	New Course	Special Topics in Writing

COURSE DETAILS

NEW COURSE FORM - The following is information that will be displayed in the University Calendar

What is the new Course Code? (provided by Academic & Curriculum Development Coordinator):	English 3011 The code is the 'subject' plus the course number (e.g. "Biology 1110").
Title of New Course:	Special Topics in Writing
Course Description:	The topic of this course will vary. Students should see the Department of English website for further information about each topic.
Credit Weight of this Course:	0.5 Example 0.25, 0.5, 1.0, 1.5 etc
Offering (Hours of instruction):	3-0; or 3-0 Example 3-0

List any prerequisites for this course here:	Two FCEs in English, including at least one half-course at the second-year level, or permission of the Chair of the Department.
List any special notes or restrictions for this course here:	English 3011 counts toward the Minor Program in Writing and the Specialization in Writing. Will appear in the Calendar. For example: A course fee for field activities may be required.
What is the Grade Scheme?:	
Is this a Special Topics course?:	Yes
Is this course cross listed with another? If so, enter the other course code here:	
Course Classification(s):	• Type A: Humanities

The following is information for Committee Review

Faculty or Institution Unit:	• Lakehead University
Calendar Start Term. When this change should be displayed in the Calendar:	2017-18
Information for Timetable: When will this be first offered?:	2017 Fall
Calendar End Term. When is the last calendar year this should be displayed?:	No Specified End Date Use No Specified End date unless you are removing it from the calendar.
Academic Level:	Undergraduate
Is this a required course, or an elective?:	Elective
What is the pedagogical rationale for this request? Why are you submitting this request?:	Having a dedicated number of writing courses for minor and specialization makes degree audits easier For example, is this change required for accreditation?

The following is information for Senate Budget Committee Consideration

	NOTE: Complete each section and provide full explanations for both "yes" and "no" answers. This will not be displayed in the calendar but will be used by the Senate Budget Committee when considering approval of this proposal. The creator of this proposal may be asked to attend a committee meeting to discuss this proposal. Contact the Chair of the Senate Budget Committee

Will this request impact student enrolment in another program within the same faculty/unit?:	no
Will this request impact student enrolment in another program in a different faculty/unit?:	no
Will additional resources be required (space, staff, equipment, etc)?:	no
How will this impact existing teaching loads within this faculty/unit?:	no impact
What is the impact on the demand for teaching support services (library, computers, staff, etc)? :	no impact
Will this course require outside support? If yes, please outline the amount and timing of the funding:	no outside support required